

### Notification Letter (template)

Affected County Competent Authority Point of Contact Name Address Tel & Fax Email address
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Country of origin Point of contact Competent Authority Name Address Tel & Fax Email address
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Dear xxxx,

Re: Notification of Environmental Impact  
Assessment in a transboundary context

This letter is to inform you that the \_\_\_\_\_ (Party of origin) has identified a Project with a potential transboundary impact, proposed to be carry out and implemented by \_\_\_\_\_ (Initiator Project).

The project (name of activity).

Initiator Project \_\_\_\_\_ has indicated that there is a potential for transboundary environmental impact from this project, including (indicate the situations).

In accordance with the law in the country of origin, the project will under go an Environmental Impact Assessment (EIA) and is now at the Scoping stage. Our country has ratified the UNECE Convention on EIA in a Transboundary Context, in this connection and following the engagements to meet the Convention we are notifying you in the interest of good international cooperation for protecting the CA environment.

The following documentation is sent for the consideration:

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\_\_\_\_\_ We would like to know if your country would like to participate in the EIA process. We would appreciate it if you could let us know the contact details of the person in charge for information exchange.

We will need a response from you whether or not you would like to participate in the EIA process within \_\_\_\_\_ calendar days upon receipt of this letter.

Attachment: \_\_\_\_\_

With best regards,  
 Country of Origin  
 Competent Environment Authority